

**Idaho Department of Education
Public Schools Agenda
October 2-3, 2003
Lewis-Clark State College**

STATE BOARD OF EDUCATION

Addendum to agenda for the October 2-3, 2003 meeting

1. Final Order of Petition to Transfer Property from Lakeland School District and Coeur d'Alene School District.

A. SUBJECT:

Final Order for Petition to Transfer Property from Lakeland Joint Scholl District No. 272 to Coeur d'Alene School District No. 271

BACKGROUND:

At the Board's August 15, 2003 meeting, the Board addressed a petition to transfer approximately .3 square miles of land from Lakeland Joint School District No. 272 to Coeur d'Alene School District No. 271.

Lakeland Joint School District opposes the transfer and the Coeur d'Alene School District forwarded the petition to the State Department of Education with no recommendation. A hearing officer was appointed and a hearing was held on July 8, 2003. The Findings of Fact and Recommendation, letters and map were shared with the Board. The hearing officer recommended "by the closest of margins" that the petition be approved and an election held.

The Board voted 7-1 to disapprove the hearing officer's recommendation to approve the petition to transfer property.

DISCUSSION:

The Board is required to provide written notice of its decision pursuant to Idaho Code §33-308(4). The attached draft final order is presented to the Board for its review and approval.

RECOMMENDATION:

It is recommended the State Board of Education approve the final order disapproving the petition to excise property from the Lakeland School Joint District to transfer it into the Coeur d'Alene School District.

BOARD ACTION:

The State Board of Education approves/disapproves/tables the final order disapproving the petition to excise and transfer property from the Lakeland Joint School District to the Coeur d'Alene School District.

Moved by _____,

And Seconded by _____,
and carried.

BEFORE THE IDAHO STATE BOARD OF EDUCATION

In the Matter of the Petition of:)	
Doug Kraft and Wendy Kraft, et al.)	
)	FINAL ORDER OF THE IDAHO
vs.)	STATE BOARD OF EDUCATION
)	
Coeur d’Alene School District No. 271 and)	
Lakeland Joint School District No. 272)	
_____)	

This matter came before the Idaho State Board of Education ("Board") at its regularly scheduled meeting, August 15, 2003. The Board has received and reviewed the findings of fact and recommendation of the hearing officer ("Recommendation"), copies of which were duly forwarded to the petitioners. The Board has also reviewed the entire administrative record. Lakeland Joint School District No. 272 ("Lakeland Joint School District") submitted a letter and brief in opposition to the Recommendation, and petitioners submitted a response, which has been included in the record of this matter.

Having reviewed and considered all materials of record and having fully been apprised of the record and the presents of this case, the Board hereby makes the following findings of fact and conclusions of law:

1. The petition contains the name and address of petitioners, the requisite number of signatures, and copies thereof were properly submitted.
2. The petition contains the legal description of the area proposed for excision and annexation, maps showing district names and boundaries as they presently exist, and maps showing how the boundaries would exist if the proposal were approved.
3. The petition contains a description of the reasons why it was submitted.
4. The petition contains an estimate of the number of students residing in the affected area.

5. Lakeland Joint School District No. 272 and Couer d'Alene School District No. 271 ("the districts") reviewed the petition and submitted recommendations regarding the proposal as required by Idaho Code §33-308.
6. A public hearing on the matter was held before a duly appointed hearing officer, whose Recommendation, dated July 14, 2003 was submitted to the Board for review.
7. The excision of this property as proposed would not leave either district with bonded indebtedness in excess of the limit prescribed by law.
8. The evidence presented does not demonstrate that the alteration of the districts' boundaries is in the best interest of the children residing in the area described by the petition. In particular, the Board finds and concludes that:
 - a. The Board has an interest in protecting the stability of school district boundaries, and the petitioners have not shown that the proposed alteration would benefit the children residing in the area described by the petition.
 - b. The petitioners have not demonstrated a compelling need or justification for altering the current boundaries based on the interest of the children residing in the area described by the petition. There is no significant difference in the amount of time or the distance it takes to travel to each of the districts. Sufficient evidence has not been presented demonstrating any other criteria or factors supporting the excision/annexation in regard to the best interest of the children.
 - c. The proposed annexation/excision appears to be only a portion of a neighborhood. The proposed alteration of the boundaries does not appear logical or consistent with other boundaries but instead has the appearance of "gerrymandering" a neighborhood.

In addition, the Board notes that when parents purchase a home in a particular school district, and this property purchased in the new district is close to the boundary of the previous district in which their children attended school, such parents should not expect the school enrollment of their children to continue in the previous district simply by petitioning to change the boundary of the school districts. The expectation that children attend school in the school district in which their parents reside is the usual and customary pattern of attendance, unless the enrollment options opportunity is exercised, as provided by Idaho Code.

Idaho Code § 33-308(4) provides, in part:

The State Board of Education shall approve the proposal provided:

- (a) The excision and annexation is in the best interests of the children residing in the area described in the petition; and
- (b) The excision of the territory, as proposed, would not leave a school district with a bonded debt in excess of the limit then prescribed by law.

If either condition is not met, the State Board shall disapprove the proposal.

Based on the findings set forth above, the first condition has not been met. The Board does not conclude that the alteration of the two boundaries is in the best interests of the children residing in the affected area. Thus, the Board cannot approve the proposal. Accordingly, the petition to excise property is hereby denied.

IT IS SO ORDERED.

DATED this _____ day of October 2003.

IDAHO STATE BOARD OF EDUCATION

By DRAFT
Blake Hall
President

NOTIFICATION OF APPEAL RIGHTS

This is a final order of the agency. Any party may file a motion for reconsideration of this final order within fourteen (14) days of the service date of this order. The agency will dispose of the petition for reconsideration within twenty-one (21) days of its receipt, or the petition will be considered denied by operation of law. *See* Idaho Code § 67-5246(4).

Pursuant to Idaho Code § 33-314, any party aggrieved by this final order or orders previously issued in this case may appeal this final order and all previously issued orders in this case to district court by filing a petition in the district court of the county in which the district, or proposed district, lies or shall lie.

An appeal must be filed within sixty (60) days after notice of the order appealed. *See* Idaho Code § 33-314. The filing of an appeal to district court does not itself stay the effectiveness or enforcement of the order under appeal.

CERTIFICATE OF SERVICE

I hereby certify that on this _____ day of October 2003, I caused to be served a true and correct copy of the foregoing FINAL ORDER OF THE IDAHO STATE BOARD OF EDUCATION by the method indicated below, and addressed to the following:

Doug and Wendy Kraft
8161 Summerfield Loop
Hayden, ID 83835

___ U.S. Mail
___ Hand Delivered
___ Via Facsimile
___ Overnight Mail
___ Statehouse Mail

Mr. Charles Kinsey, Superintendent
Lakeland Joint School District No. 272
1564 Washington Street
P.O. Box 39
Rathdrum, ID 83858

___ U.S. Mail
___ Hand Delivered
___ Via Facsimile
___ Overnight Mail
___ Statehouse Mail

Mr. Harry Amend, Superintendent
Coeur d'Alene School District No. 271
311 N. 10th Street
Coeur d'Alene, ID 83814

___ U.S. Mail
___ Hand Delivered
___ Via Facsimile
___ Overnight Mail
___ Statehouse Mail

Mr. Charles M. Dodson
Attorney at Law
1424 Sherman Avenue
Coeur d'Alene, ID 83814

___ U.S. Mail
___ Hand Delivered
___ Via Facsimile
___ Overnight Mail
___ Statehouse Mail

DRAFT

By _____

Secretary to the Board

**Idaho Department of Education
Public Schools Agenda**

STATE BOARD OF EDUCATION

October 2-3, 2003

**Lewis-Clark State College, Lewiston
Williams Conference Center**

- A. Pending Transportation Rule and Reimbursement Matrix, Rod McKnight**
- B. Safety Busing – Reimbursement Requests, Rod McKnight**
- C. Request for Letters of Authorization, Bob West**
- D. Annual Report - Hardship for Albion Elementary School, Tim Hill**
- E. Report on Schools with Less Than 10 Pupils, Tim Hill**
- F. Presentation of the Public Schools Budget for FY 2005, Tim Hill**
- G. Superintendent's Report, Marilyn Howard**

A. SUBJECT:

Approval of a pending rule, referenced document (*Standards for Idaho School Buses and Operations, October 3, 2003*) and related reimbursement matrix.

BACKGROUND:

Idaho Code §33-1501 through § 33-1512 and § 33-1006 address school bus construction standards, operations, and reimbursement of costs for the transportation of public and non-public school pupils.

Idaho Code §33-1006 holds that the State Board of Education shall determine which expenses shall be allowable for purposes of reimbursement.

Idaho Code §33-1511 holds that the State Board of Education shall adopt, publish and distribute, and from time to time as need therefor arises amend, minimum standards for the construction of school buses.

Pursuant to statute, and under its general rule-making authority, the State Board of Education promulgated administrative rules further defining reimbursable expenses and modifying current construction standards contained in *Standards for Idaho School Buses and Operations*.

The State Board of Education approved a Notice of Proposed Rulemaking at its regular board meeting on June 27, 2003. Notice of the proposed rule and the proposed rule in legislative format was published in the August 6, 2003 Administrative Bulletin.

DISCUSSION:

Following SBOE approval of the negotiated and proposed rulemaking processes, SDE received input from various stakeholders. Staff members from the pupil transportation section presented suggested language at the Idaho Pupil Transportation Summer Conference and public hearings were held on May 28 and August 27, 2003.

Subsequent to the proposed rule phase and secondary to stakeholder input, logical and non-controversial changes between the text of the proposed rule

and referenced document and the text of the pending rule and referenced document include:

- Approval date changed from October 2, 2003 to October 3, 2003
- Referenced document provides for construction standard waiver (SISBO, page 5)
- Referenced document recommends multiplex wiring and allows wiring standard exemption when utilized (SISBO, pages 10 and 43)
- Referenced document removes tachometer requirement on gas powered school buses (SISBO, page 13)
- Referenced document removes visor or hood requirement under specific circumstances (SISBO, page 32)

Subsequent to input received, the ***Standards for Idaho School Buses and Operations – October 3, 2003***, a pending rule (IDAPA 08.02.02.150-190), and a reimbursement matrix are being presented to the State Board of Education for approval by official action.

RECOMMENDATIONS:

The State Department of Education seeks approval of a pending rule for publication in the November 5, 2003, Administrative Bulletin.

The State Department of Education seeks approval of a rule by reference: ***Standards for Idaho School Buses and Operations – October 3, 2003***.

The State Department of Education seeks approval of a reimbursement matrix revision to be posted on the Department's website.

BOARD ACTION:

The State Board of Education carried to approve/disapprove/table a pending rule (Docket No. 08-0202-0301) for publication in the November 5, 2003, Administrative Bulletin. Moved by _____, seconded by _____, and carried.

The State Board of Education carried to approve/disapprove/table a rule by reference, i.e., the ***Standards for Idaho School Buses and Operations – October 3, 2003***. Moved by _____, seconded by _____, and carried.

The State Board of Education carried to approve/disapprove/table a pupil transportation reimbursement matrix to be posted on the Department's website. It was moved by _____, seconded by _____, and carried.

ATTACHEMENTS:

1. Notice of Rulemaking – Pending Rule with the incorporated changes defined.
2. Pending Rule as published in the November 5, 2003, Administrative Bulletin - IDAPA 08.02.02.004 and IDAPA 08.02.02.150 through IDAPA 08.02.02.190.
3. ***Standards for Idaho School Buses and Operations – October 3, 2003. *****
4. Pupil Transportation Reimbursement Matrix.

*** Note: Attachment #3 was not received in electronic form. See on-line version at www.sde.state.id.us/finance/transport or call 208-332-6851.*

IDAPA 08-IDAHO STATE BOARD OF EDUCATION

08.02.02 - RULES GOVERNING UNIFORMITY

DOCKET NO. 08-0202-0301

NOTICE OF RULEMAKING - PENDING RULE

EFFECTIVE DATE: This rule has been adopted by the agency and is now pending review by the 2004 Idaho State Legislature for final adoption. The pending rule becomes final and effective July 1, 2004 unless the rule is approved, rejected, amended or modified by concurrent resolution in accordance with Section 67-5224 and 67-5291, Idaho Code. If the pending rule is approved, amended or modified by concurrent resolution, the rule becomes final and effective upon adoption of the concurrent resolution or upon the date specified in the concurrent resolution.

AUTHORITY: In compliance with Section 67-5220(1), Idaho Code, notice is hereby given that this agency has adopted a pending rule. The action is authorized pursuant to Sections 33-1501 through 33-1512 and 33-1006, Idaho Code.

DESCRIPTIVE SUMMARY: The following is a concise explanatory statement of the reasons for adopting the pending rule and a statement of any change between the text of the proposed rule and the text of the pending rule with an explanation of the reasons for the change.

The rule change clarifies current rule language related to Sixty-Day Inspections and Withdraw From Service Authority in accordance with § 33-1506, Idaho Code. The rule change modifies specific school bus construction standards and approves a referenced document *Standards for Idaho School Buses and Operations, October 3, 2003*, in accordance with § 33-1511, Idaho Code. The rule change removes reimbursement for routing software costs, in accordance with § 33-1006, Idaho Code. [Secondary to stakeholder input, logical and non-controversial changes between the text of the proposed rule and referenced document and the text of the pending rule and referenced document include:](#)

- [Approval date changed from October 2, 2003 to October 3, 2003](#)
- [Referenced document establishes construction standard waiver procedure \(SISBO, page 5\)](#)
- [Referenced document changes brake inspection visibility requirement from mandate to recommendation \(SISBO, page 6\)](#)
- [Referenced document recommends multiplex wiring and allows wiring standard exemption when multiplex wiring is utilized \(SISBO, pages 10 and 43\)](#)
- [Referenced document removes tachometer requirement on gas powered school buses \(SISBO, page 13\)](#)
- [Referenced document removes visor or hood requirement under specific circumstances \(SISBO, page 32\)](#)
- [Referenced document allows for alternate location for static exhaust ventilation device \(SISBO, page 40\)](#)

Subsequent to the Proposed Rulemaking process, which included a public hearing, the agency adopted the pending rule and approved the referenced document, *Standards for Idaho School Buses and Operations, October 3, 2003* on October 3, 2003.

ASSISTANCE ON TECHNICAL QUESTIONS - OBTAINING COPIES: For assistance on technical questions concerning the pending rule or to obtain a copy of the approved rule by reference document (*Standards for Idaho School Buses and Operations*), contact Rodney D. McKnight, State Department of Education, Finance and Transportation, P.O. Box 83720, Boise, Idaho, (208) 332-6851 or fax to (208) 334-3484.

DATED this 3rd day of October, 2003

Dr. Marilyn Howard, Superintendent of Public Instruction
State Department of Education
650 West State Street - P.O. Box 83720
Boise, Idaho 83720-0027
(208) 332-6811 - (208) 332-6836 fax

08.02.02.004 & 08.02.02.150. - 190.

004. INCORPORATION BY REFERENCE.

05. Incorporated Document. The Standards for Idaho School Buses and Operations as approved on ~~November 15~~ October 3, 2004, (7-1-02)()

(BREAK IN CONTINUITY OF SECTIONS)

150. TRANSPORTATION.

Minimum School Bus Construction Standards. All new school bus chassis and bodies must meet or exceed Standards for Idaho School Buses and Operations as approved on ~~November 15~~ October 3, 2004, as authorized in Section 33-1511, Idaho Code. (7-1-02)()

151. -- 159. (RESERVED).

160. MAINTENANCE STANDARDS AND INSPECTIONS.

01. Safety. School buses will be maintained in a safe operating condition at all times. Certain equipment or parts of a school bus that are critical to its safe operation must be maintained at prescribed standards. When routine maintenance checks reveal any unsafe condition identified in the Standards for Idaho School Buses and Operations as approved on ~~November 15~~ October 3, 2004, the school district will eliminate the deficiency before returning the vehicle to service. (7-1-02)()

02. Annual Inspection. After completion of the annual school bus inspection, and if the school bus is approved for operation, an annual inspection sticker, indicating the year and month of inspection, will be placed in the lower, right-hand corner of the right side front windshield. The date indicated on the inspection sticker shall correlate to State Department of Education's annual school bus inspection certification report signed by pupil transportation maintenance personnel and countersigned by the district superintendent. (Section 33-1506, Idaho Code)
(7-1-02)

03. Sixty-Day Inspections. At intervals of not more than sixty (60) calendar days, excluding documented out-of-use periods in excess of thirty (30) days, the board of trustees shall cause inspection to be made of each school bus operating under the authority of the board. Except that, no bus with a documented out-of-use period in excess of sixty (60) days shall be returned to service without first completing a documented sixty (60) day inspection. Annual inspections are considered dual purpose and also meet the sixty (60) day inspection requirement. (Section 33-1506, Idaho Code)()

034. Documentation Of Inspection. All inspections will be documented in writing. Annual inspections must be documented in writing on the form provided by the State Department of Education. (4-1-97)

045. Unsafe Vehicle. When a bus has been removed from service during a State Department of Education inspection due to an unsafe condition, the district will notify the State Department of Education on the appropriate form before the bus can be returned to service. When a bus has been found to have deficiencies that are not life-threatening, it will be repaired within thirty (30) days and the State Department of Education notified on the appropriate form. If the deficiencies cannot be repaired within thirty (30) days, the bus must be removed from service until the deficiencies have been corrected or an extension granted. (7-1-02)

06. Withdraw From Service Authority. Subsequent to any federal, national, or state advisory with good cause given therefor, the district shall, under the direction of the State Department of Education, withdraw from service any bus determined to be deficient in any prescribed school bus construction standard intended to safeguard life or minimize injury. No bus withdrawn from service under the provisions of this section shall be returned to service or used to transport students unless the district submits to the State Department of Education a certification of compliance specific to the school bus construction standard in question. (Section 33-1506, Idaho Code ()

161. -- 169. (RESERVED).

170. SCHOOL BUS DRIVERS AND VEHICLE OPERATION.

All school districts and school bus drivers must meet or exceed the training, performance and operation requirements delineated in the Standards for Idaho School Buses and Operations as approved on ~~November 15~~ October 3, 2004. (Section 33-1508; 33-1509, Idaho Code) ~~(7-1-02)~~(_____)

171. -- 179. (RESERVED).

180. WRITTEN POLICY.

The board of trustees will establish and adopt a set of written policies governing the pupil transportation system. Each school district that provides activity bus transportation for pupils shall have comprehensive policies and guidelines regarding activity transportation. (7-1-02)

181. -- 189. (RESERVED).

190. PROGRAM OPERATIONS.

School district fiscal reporting requirements as well as reimbursable and non-reimbursable costs within the Pupil Transportation Support Program, including but not limited to administration, field and activity trips, safety busing, contracting for transportation services, leasing of district-owned buses, insurance, ineligible and non-public school students, ineligible vehicles, capital investments including the purchasing of school buses and equipment, and commercial computerized routing and scheduling software shall be delineated in Standards for Idaho School Buses and Operations as approved on ~~November 15~~ October 3, 2004. (Section 33-1006, Idaho Code) ~~(7-1-02)~~(_____)

PUPIL TRANSPORTATION REIMBURSEMENT MATRIX

July 1, 2004

CATEGORY	Reimbursable	
	Yes	No
100 - Salaries (Districts wishing to claim indirect administrator salaries must use Schedule B) (Contracting districts are not eligible)		
Bus Drivers (Schedule A/B - Record all school bus driver salary)	√	
Bus Assistants (Schedule A/B - Record all school bus assistant salary)	√	
Bus Technician (Schedule A/B - Prorate: Record all time charged to pupil transportation program)	√	
Transportation Supervisor (Schedule A only - Prorate: Record all time charged to pupil transportation program)	√	
Driver Trainer/Other Program Cord. (Schedule A/B - Prorate: Record all time charged to pupil transportation program)	√	
Dispatcher/Secretary (Schedule A/B - Prorate: Record all time charged to pupil transportation program)	√	
Other Pupil Transportation Staff (Schedule A/B - Prorate: Record all time charged to pupil transportation program)	√	
Indirect Salary Costs (Any administrative or support position above transportation supervisor is not reimbursable)		√
Superintendent, assistant superintendent, school principal, payroll personnel, building maintenance supervisors, etc.		√
Crossing guards, loading/unloading area monitors, etc.		√
200 - Benefits (Districts wishing to claim indirect administrator benefits must use Schedule B) (Contracting districts are not eligible)		
Life Insurance (Schedule A only - Prorate: Record at same percentage as salary)	√	
Health Insurance (Schedule A only - Prorate: Record at same percentage as salary)	√	
Workers Compensation (Schedule A only - Prorate: Record at same percentage as salary)	√	
FICA (Schedule A/B - Prorate: Record at same percentage as salary)	√	
PERSI (Schedule A/B - Prorate: Record at same percentage as salary)	√	
Other Benefit, Must Be Identified (Schedule A only - Prorate: Record at same percentage as salary)	√	
300 - Purchased Services (Contracting districts are not eligible)		
Leasing School Bus (Schedule A/B - Short-term, emergency only. Must have prior SDE written reimbursement approval)	√	√
Equipment Rental (Schedule A/B - Short-term, emergency only. Must have prior SDE written reimbursement approval)	√	√
Contracted Repairs & Maintenance (Schedule A/B - On yellow school bus only. Not for shop repairs or improvement)	√	
Two-way radio (school bus installed radio only) repair and/or maintenance	√	
Shop or property improvements, painting of curbs, signing, snow removal, grading, road base fill, etc.		√
Contracted Laundry Service for Coveralls and Rags (Schedule A/B - See coveralls & rags under supplies)	√	
Contracted Office/Shop Cleaning/Custodial Service		√
Utilities in Bus Garage (Schedule A/B - Telephone service, garbage collection, water, heat, electricity, sewer, etc.)	√	
Cellular telephone, purchase of		√
Cellular telephone, basic service agreement (Limit of two (2) service contracts per district without prior approval - exception allowed with prior SDE written reimbursement approval) Up to \$30 per phone per month	√	
Internet basic service agreement (Limit of one (1) service contract per district specific to transportation when not networked with district server(s). Up to \$20 per month.	√	
Communications Repeater, purchase of		√
Communications Repeater, service contract at reasonable cost	√	
Bus Routing Software (Schedule A/B - Must have prior SDE written reimbursement approval contingent upon efficiencies demonstrated with documented results)	√	√
Annual License and Maintenance Fees Contingent Upon Efficiencies Demonstrated with annual documented results	√	√
Software training		√
Training - Registration & Travel Costs (Schedule A only - For attending SDE approved training conferences & workshops)	√	
Idaho State Regional Safety Competition		√
Employee incentive awards; salary bonus, trophies, hotel nights, gifts, etc.		√
Meals, e.g., breakfast, lunch or dinner (refreshments at training workshops are reimbursable expenses)		√
Idaho State Safety Competition (Limited to winners of regional safety competition according to IAPT rules)	√	
Idaho Regional Special Needs Safety Competition Training (Must have prior SDE written approval)	√	√
Idaho Regional Train-the-Trainer & Train-the-Tech Workshops - (Limited to six (6) participants)	√	
IAPT/SDE Pupil Transportation Summer Conference (Limited to four (4) participants)	√	
IAPT dues that are not part of Idaho Pupil Transportation Summer Conference registration		√
Western States Director's Pupil Transportation Conference (Limited to two (2) participants)	√	

National Association of Pupil Transportation and School Transportation News Conferences (Exceptions allowed with prior approval; geographic proximity and reporting/training participation requirements)		√
Out-of-State Training Conference/Workshop/Seminar (Must have prior SDE written approval)	√	√
Regional professional development & training registration fees to bring in professional presenters – Must have prior SDE written approval, must be multi-district attended, not to exceed \$5 per attendee	√	
Employee Benefit Related Costs (Schedule A only)	√	√
Vehicle Mileage Reimbursement – (For use of personal vehicle for pupil transportation program mileage only)	√	
Commercial Drivers License (CDL) Costs – (Licensing costs, third-party testing, vehicle rental, etc.)		√
FMCSA Physicals	√	
FMCSA Drug Testing Compliance	√	
Criminal Background Check (33-130, Idaho Code)		√
In-house or regional training costs	√	
Refreshments, handouts,	√	
Videos, meals, professional presenters (must have prior SDE approval), lodging		√
News Paper Ads – limited to employment, calls for bus bids and contracting of transportation system; routing ads are not reimbursable	√	
Other Purchased Service, Must Be Identified (Schedule A/B)	√	√
400 – Supplies (Contracting districts are not eligible)		
Fuel (Schedule A/B – Must submit documentation of fuel tax rebates. Do not combine with oils or lubricants)	√	
Fuel for district owned pupil transportation shop truck	√	
Fuel for other district owned pupil transportation vehicle, e.g., supervisor/trainer car; district supervisor vehicle is eligible for vehicle mileage reimbursement for pupil transportation trips – not for home-to-work-to-home		√
Oils & Lubricants (Schedule A/B – Do not combine with fuel costs)	√	
Oil & Lubricants for district owned pupil transportation shop truck	√	
Oil & Lubricants for other district owned pupil transportation vehicle, e.g., supervisor/trainer car		√
Shop Materials & Parts (Schedule A/B)	√	
Replacement wheelchair lift in used school bus	√	
Replacement two-way communications radio/telephone in used school bus with prior SDE written approval (must show cost effectiveness, i.e., less expensive than repairing)	√	√
Shop materials & Parts for district owned pupil transportation shop truck	√	
Shop Materials & Parts for other district owned pupil transportation vehicle, e.g., supervisor/trainer car		√
Consumable Office Supplies (Schedule A/B)	√	
Office paper, printer cartridges, employment newspaper ads, small print jobs (e.g., work order forms, student conduct forms, pretrip inspection forms, rules posted in bus, etc.	√	
Office furniture, computer hardware/networking, printer, magazine subscriptions, telephone equipment, fax machine, computer software, training videos, in-school pupil transportation manuals and/or book, large print jobs, large newspaper ads, student policy books/materials/letters, individual student rules (should be incorporated into student conduct violation form), etc.		√
Cleaning Supplies (Schedule A/B – Detergent, soap, wax, bus interior broom/mop/brush,	√	
Coveralls and Rags (Schedule A/B – Coveralls and rags may be reimbursable when in-lieu of laundry service)	√	√
Shop & Hand Tools, District Owned or Employee Tool Allowance – Up to \$400/technician/year (\$1,200 if amortized over three year period)	√	
500 – Capital Outlay (Contracting districts are not eligible)		
Lease of Real Property		√
Yellow School Bus (Schedule C only – Amortized depreciation over 10, 12 or 15 years)	√	
Communications (Schedule C only) – Amortized depreciation over 10, 12, or 15 years)	√	
Voice communication base station		√
VCR & video cameras installed in new bus – Amortized depreciation over 10, 12 or 15 years	√	
Bus delivery costs when not FOB district – Limited factory to district costs. (No reimbursement. for district to factory costs)	√	
Interior Overhead Storage Compartments		√
Wheelchair lift in new bus	√	
Activity-style passenger seats		√
Air-conditioning (Reimbursable only when IEP driven)	√	√
Any purchased option not part of the original bid without prior approval		√

Any purchased school bus above low bid is subject to review by the pupil transportation steering committee		
600 – Interest (Contracting districts are not eligible)		
Interest Charges – (Finance, late fees, interest, leases, special fees etc. are non-reimbursable costs)		√
700 – Insurance (Contracting districts are not eligible)		
Real Property Loss Insurance (Schedule A only – Building structure only, no contents)	√	
Vehicle insurance (66-927, Idaho Code)		√
Schedule C		
All mileage shall be tracked on all vehicles used to transport students. All mileage shall be categorized according to program and recorded as “reimbursable” or “non-reimbursable.” Districts will not be penalized when combining “reimbursable programs” with “non-reimbursable programs” when there is no appreciable increase in costs or resources and when in compliance with federal or state law. Districts may request special reimbursement consideration for special and/or unique educational programs.		
To –from school, educational field trips (curriculum driven, entire class, grade affected), reasonable and necessary shuttle trips. Overnight trips are non-reimbursable.	√	
Mileage necessary to meet the needs of students with disabilities	√	
Mileage related to Idaho Reading Initiative (IRI) program	√	
Summer Migrant Education and Special Education Extended School Year (ESY) program	√	
Before and after school programs, other summer school programs, summer alternative school, extra-curricular activity trips, trips for elective classes, club-affiliated trips, award trips, competition trips		√
In-lieu of transportation costs (Must be least expensive method)	√	
Reimbursable contract costs (districts contracting for transportation services)	√	
District Liaison Personnel, district liaison office(s) and related costs,		√
Specific district operational costs secondary to contracting transportation services considered on case-by-case basis. Non-reimbursable costs embedded within the contract must be reported as non-reimbursable costs.	√	√
Bus assistants (aides); Must be reasonable and necessary	√	
Depreciation (See capital outlay above) (Contracting districts are not eligible)	√	

B. SUBJECT:

Safety-busing - Approval to Reimburse Costs for Transporting Students Less than One and One-half Miles

BACKGROUND:

Idaho Code 33-1006 states, “The transportation support program of a school district shall be based upon the allowable costs of . . . transporting pupils less than one and one-half (1½) miles as provided in section 33-1501, Idaho Code, when approved by the State Board of Education.”

Historically safety-busing has been controversial and debated by legislators and state board of education members. This controversy triggered the Joint Legislative Oversight Committee (JLOC) to request a performance evaluation of safety-busing costs in Idaho during the 1995 legislative session.

The Office of Performance Evaluations (OPE) published its report in February 1996 concluding that the State Department of Education staff overestimated the marginal cost of safety-busing. The report concluded, “The department’s method does not account for the shorter distance traveled by safety bused pupils . . .” OPE alleged that the department’s \$7.3 million estimate actually ranged between \$389,000 to \$1,089,000 using alternate calculations. OPE used five different methods for calculating safety-busing costs:

- Reimbursable Cost Per Pupil
- Reimbursable Cost Per Full Bus Equivalent
- Reimbursable Cost Per Pupil Mile
- Reimbursable Cost Per Bus Mile
- Reimbursable Cost Per Route Mile

The department responded to OPE’s report by abandoning its reimbursable cost per pupil calculation method and replacing it with estimated safety-busing costs based on a cost per pupil bus mile calculation. Using fiscal year 2002 numbers, safety-busing cost estimates for fiscal year 2003 would range between \$1 million and \$15.7 million. However, it can be logically argued that even the lower figure used here is an overestimate of actual marginal safety-busing costs.

Debates related to safety-busing costs continued. Consequently, the State Department of Education requested approval to promulgate rule in October 2000. That process resulted in administrative rule changes that took effect on July 1, 2002, (Fiscal Year 2003). Under the new rule school districts are required to:

- Develop policy related to safety-busing procedures
- Evaluate and objectively rank or score new safety-busing sites
- Reevaluate and rank or score all safety-busing sites (including previously approved site) every three years
- Develop, maintain and file a safety-busing scoring instrument
- Validate contacts with persons responsible for improving and/or minimizing hazardous walk conditions
- Reaffirm annually that previously approved safety-busing sites are unchanged
- Approve safety-busing prior to submitting reimbursement requests
- Submit new safety-busing requests, as well as an unchanged affirmation for previously approved safety-busing sites, by March 31
- Submit annually run reports reflecting eligible and actual ridership, including actual safety bused student riders

Despite the above history, the State Board of Education did not approve reimbursement for costs associated with transporting students less than one and one-half miles (safety-busing) for fiscal year 2003 (June 27, 2003).

DISCUSSION:

Current tracking methodologies recently imposed on school districts by the State Department of Education in concert with the State Board of Education, for purposes of increasing district accountability, have not been adequately tested. As school districts adjust to these new tracking methodologies, improved safety-busing cost estimates are expected.

Current estimated costs for safety busing do not accurately reflect potential savings to the state; i.e., safety-busing reimbursement elimination does not necessarily equate to a reduction in reimbursable costs. For example, districts that have not expanded their overall transportation system in providing safety-busing services have not necessarily increased their overall costs.

Under current administrative rule, districts shall not be financially penalized for providing services to ineligible riders when it can be demonstrated that there is no appreciable increase in costs. For example, picking up students on an existing eligible route without displacing eligible students (those living 1.5 miles or more from school) would not appreciably increase transportation costs. Similarly, not providing safety-busing service would not appreciably decrease transportation costs or reimbursement entitlements.

Page 72 of the OPE report from February 1996 concluded, “With over 2,000 bus routes statewide, the computation [for safety busing costs] could become time consuming and burdensome for the Department of Education and districts.” Despite this OPE observation, continued debate between State Board of Education members and various legislators ultimately persuaded State Department of Education pupil transportation staff to initiate administrative rule designed to improve safety busing data collection and reporting techniques. Improved reporting accuracy, however, will take time and will be labor-intensive. The ISIMS initiative may ultimately assist in this data-tracking scheme.

Failure to approve safety-busing reimbursement requests could delay reimbursement payments and trigger resubmission of all pupil transportation claims, and may not be in compliance with the intent of Idaho statute and administrative rule.

RECOMMENDATION:

Ninety-seven school districts have applied for safety-busing reimbursement consideration. The State Department of Education requests approval of all safety-busing reimbursement requests.

BOARD ACTION:

The State Board of Education carried to approve/disapprove/table safety-busing reimbursement requests for fiscal year 2003. It was moved by _____, seconded by _____, and carried.

ATTACHMENTS:

1. Example of district run report implemented fiscal year 2003.

Pupil Transportation System																				
District Inventory/Run Report for 07/01/2002 - 06/30/2003																				
		District																		
All Runs Listed Represent A Typical Day																				
District Bus Number	Vin	Bus Design Capacity	District Bldg. Number	In/Out Bound	Run Type or Spare	Begin Military Time	End Military Time	Number Days Run This Year	Loaded Miles	Empty Miles	Number Buildings Served	Number Bus Stops	Number Stops < 1.5 mi	Number Stops >= 1.5 mi	Eligible Riders	Actual Riders	Actual Ineligible Riders	Actual Safety-Bused Riders	Actual Disabled Riders	Actual W/C Riders
AM Runs																				
19	1HVBBDPEN1PH508662	71	103	In-Bound	ELE	620	745	179	12	4	1	28	0	28	79	50	0	0	0	0
Mid-Day Runs																				
19	1HVBBDPEN1PH508662	71	103	Out-Bound	KPM	1115	1315	170	30	7	1	8	0	8	8	8	0	0	0	0
PM Runs																				
19	1HVBBDPEN1PH508662	71	103	Out-Bound	ELE	1415	1515	179	12	2	1	26	0	26	56	44	0	0	0	0
19	1HVBBDPEN1PH508662	71	402	Out-Bound	SEC	1515	1615	179	12	2	1	10	0	10	23	6	0	0	0	0
AM Runs																				
50	1HVBBDPEN7PH508665	71	491	In-Bound	SEC	630	815	179	34	10	4	21	0	21	67	50	0	0	0	0
Mid-Day Runs																				
50	1HVBBDPEN7PH508665	71	110	In-Bound	KAM	1005	1120	170	15	5	1	4	0	4	4	4	0	0	0	0
50	1HVBBDPEN7PH508665	71	110	Out-Bound	KPM	1120	1300	170	15	5	1	7	0	7	7	7	0	0	0	0
PM Runs																				
50	1HVBBDPEN7PH508665	71	110	Out-Bound	ELE	1415	1515	179	13	2	1	17	0	17	45	39	0	0	0	0
50	1HVBBDPEN7PH508665	71	402	Out-Bound	SEC	1515	1630	179	13	2	1	14	0	14	22	11	0	0	0	0
AM Runs																				
54	1HVBBPEN9PH508666	71	491	In-Bound	SEC	630	800	179	21	9	4	25	5	20	63	57	0	22	0	0
Mid-Day Runs																				
54	1HVBBPEN9PH508666	71	112	In-Bound	KAM	1040	1115	170	7	3	1	3	0	3	5	5	0	0	0	0
54	1HVBBPEN9PH508666	71	112	Out-Bound	KPM	1115	1200	170	7	6	1	5	0	5	7	7	0	0	0	0
PM Runs																				
54	1HVBBPEN9PH508666	71	110	Out-Bound	ELE	1400	1515	179	17	0	1	19	5	14	63	49	0	22	0	0
54	1HVBBPEN9PH508666	71	402	Out-Bound	SEC	1515	1615	179	17	9	1	12	0	12	20	8	0	0	0	0
AM Runs																				
61	1HVBZRM5LH217415	71	491	In-Bound	SEC	620	800	179	18	12	4	22	1	21	57	43	0	10	0	0
PM Runs																				
61	1HVBZRM5LH217415	71	101	Out-Bound	ELE	1410	1615	179	18	12	2	17	0	17	57	43	0	0	0	0
AM Runs																				
62	1HVBZRM5LH217413	71	491	In-Bound	ELE	645	800	179	15	4	5	15	11	4	85	69	0	30	0	0
Mid-Day Runs																				
62	1HVBZRM5LH217413	71	104	Out-Bound	KPM	1115	1230	170	6	6	1	8	8	0	17	17	0	17	0	0
PM Runs																				
62	1HVBZRM5LH217413	71	402	Out-Bound	SEC	1420	1630	179	20	21	2	12	0	12	48	33	0	0	0	0
AM Runs																				
63	1HVBHCRM5LH217412	71	101	In-Bound	ELE	630	800	179	16	7	2	21	6	15	63	57	0	10	0	0
PM Runs																				
63	1HVBHCRM5LH217412	71	203	Out-Bound	SEC	1400	1630	179	16	7	2	21	6	15	63	57	0	10	0	0
AM Runs																				
64	1HVBHCRM5LH681629	71	491	In-Bound	ELE	630	800	179	17	9	4	21	5	16	65	58	0	7	0	0
PM Runs																				
64	1HVBHCRM5LH681629	71	110	Out-Bound	ELE	1400	1515	179	10	9	1	27	5	22	65	45	0	7	0	0
64	1HVBHCRM5LH681629	71	402	Out-Bound	SEC	1515	1630	179	10	9	1	8	0	8	11	13	0	0	0	0
AM Runs																				
65	1HVBBDPEP3PH523455	71	102	In-Bound	ELE	545	830	179	34	26	2	16	0	16	69	53	0	0	0	0
PM Runs																				
65	1HVBBDPEP3PH523455	71	800	Out-Bound	DIS	1300	1400	100	27	15	1	1	0	1	1	1	0	0	1	0
65	1HVBBDPEP3PH523455	71	102	Out-Bound	ELE	1400	1630	179	37	27	2	16	0	16	69	53	0	0	0	0
AM Runs																				
66	1HVBBDPEP9PH523461	71	491	In-Bound	SEC	645	800	179	26	4	4	7	0	7	72	64	0	0	0	0
PM Runs																				
66	1HVBBDPEP9PH523461	71	402	Out-Bound	SEC	1430	1630	179	26	4	2	27	0	27	101	64	0	0	0	0
AM Runs																				
68	1HVBACP2RH574450	71	103	In-Bound	ELE	545	745	179	14	10	1	26	1	25	54	43	0	2	0	0
Mid-Day Runs																				
68	1HVBACP2RH574450	71	103	Out-Bound	DIS	945	1120	170	4	4	1	1	0	1	1	1	0	0	1	0
68	1HVBACP2RH574450	71	103	Out-Bound	KPM	1120	1320	170	12	7	1	6	0	6	7	7	0	0	0	0
PM Runs																				
68	1HVBACP2RH574450	71	103	Out-Bound	ELE	1415	1530	179	14	9	1	17	1	16	34	33	0	0	0	0
68	1HVBACP2RH574450	71	402	Out-Bound	SEC	1530	1645	179	14	9	1	16	0	16	20	10	0	0	0	0
AM Runs																				

Pupil Transportation System																						
District Inventory/Run Report for 07/01/2002 - 06/30/2003																						
		District																				
All Runs Listed Represent A Typical Day																						
District Bus Number	Vin	Bus Design Capacity	District Bldg. Number	In/Out Bound	Run Type or Spare	Begin Military Time	End Military Time	Number Days Run This Year	Loaded Miles	Empty Miles	Number Buildings Served	Number Bus Stops	Number Stops < 1.5 mi	Number Stops>= 1.5 mi	Eligible Riders	Actual Riders	Actual Ineligible Riders	Actual Safety-Based Riders	Actual Disabled Riders	Actual W/C Riders		
69	1HVBBACP4RH574451	71	491	In-Bound	SEC	615	830	179	40	18	4	32	0	32	68	41	0	0	0	0		
PM Runs																						
69	1HVBBACP4RH574451	71	117	Out-Bound	ELE	1415	1530	179	20	2	1	22	0	22	46	33	0	0	0	0		
69	1HVBBACP4RH574451	71	402	Out-Bound	SEC	1530	1700	179	9	15	1	25	0	25	29	8	0	0	0	0		
AM Runs																						
72	1HVBBACP5RH574488	71	491	In-Bound	ELE	610	830	179	36	19	4	27	0	27	98	51	0	0	0	0		
PM Runs																						
72	1HVBBACP5RH574488	71	117	Out-Bound	ELE	1415	1530	179	11	8	1	16	0	16	70	45	0	0	0	0		
72	1HVBBACP5RH574488	71	402	Out-Bound	SEC	1530	1645	179	6	1	1	7	0	7	28	9	0	0	0	0		
AM Runs																						
73	1HVBBACP5RH574491	71	102	In-Bound	ELE	600	800	179	27	16	2	20	0	20	75	54	0	0	0	0		
Mid-Day Runs																						
73	1HVBBACP5RH574491	71	102	Out-Bound	KPM	1130	1245	170	27	15	1	7	0	7	7	7	0	0	0	0		
PM Runs																						
73	1HVBBACP5RH574491	71	102	Out-Bound	ELE	1430	1615	179	27	16	2	20	0	20	75	54	0	0	0	0		
AM Runs																						
74	1HVBBABM5SH201917	54	501	In-Bound	SEC	645	800	179	17	9	2	15	0	15	24	12	0	0	0	0		
PM Runs																						
74	1HVBBABM5SH201917	54	501	Out-Bound	SEC	1345	1545	179	17	9	2	15	0	15	24	12	0	0	0	0		
AM Runs																						
75	1HVBBABM9SH201919	54	491	In-Bound	SEC	645	800	179	14	4	4	20	1	19	75	42	0	9	0	0		
Mid-Day Runs																						
75	1HVBBABM9SH201919	54	101	In-Bound	KAM	1015	1045	170	7	3	1	4	1	3	6	6	0	3	0	0		
75	1HVBBABM9SH201919	54	101	Out-Bound	KPM	1045	1145	170	7	3	1	3	1	2	7	7	0	5	0	0		
PM Runs																						
75	1HVBBABM9SH201919	54	203	Out-Bound	SEC	1410	1600	179	14	4	3	20	2	19	75	42	0	19	0	0		
AM Runs																						
76	1HVBBAAAN4SH202308	65	491	In-Bound	ELE	545	800	179	23	22	4	23	0	23	61	52	0	0	0	0		
PM Runs																						
76	1HVBBAAAN4SH202308	65	203	Out-Bound	SEC	1410	1630	179	23	22	3	27	0	23	71	52	0	0	0	0		
AM Runs																						
35	1GBHG31R2W1088893	21	101	In-Bound	ESY	700	1500	25	18	15	1	2	0	2	2	2	0	0	2	0		
35	1GBHG31R2W1088893	21	101	In-Bound	DIS	645	830	179	14	5	1	4	0	4	4	4	0	0	4	0		
Mid-Day Runs																						
35	1GBHG31R2W1088893	21	101	In-Bound	DIS	900	1330	179	14	5	1	2	0	2	2	2	0	0	2	0		
PM Runs																						
35	1GBHG31R2W1088893	21	101	Out-Bound	ESY	1330	1530	25	18	15	1	2	0	2	2	2	0	0	2	0		
35	1GBHG31R2W1088893	21	101	Out-Bound	DIS	1330	1530	179	14	5	1	2	0	2	2	2	0	0	2	0		
AM Runs																						
77	4HVBJBABN9WA081761	71	491	In-Bound	SEC	630	745	179	24	15	3	34	0	34	68	20	0	0	0	0		
Mid-Day Runs																						
77	4HVBJBABN9WA081761	71	110	In-Bound	KAM	1015	1115	170	15	0	1	7	0	7	7	7	0	0	0	0		
77	4HVBJBABN9WA081761	71	110	Out-Bound	KPM	1115	1145	170	15	10	1	6	0	6	6	6	0	0	0	0		
PM Runs																						
77	4HVBJBABN9WA081761	71																				
77	4HVBJBABN9WA081761	71	402	Out-Bound	SEC	1445	1630	179	36	15	2	29	0	29	127	62	0	0	0	0		
AM Runs																						
08	1HVBBABP5WH568770	71	491	In-Bound	ELE	545	800	179	31	21	4	31	0	31	84	50	0	0	0	0		
PM Runs																						
08	1HVBBABP5WH568770	71	203	Out-Bound	SEC	1410	1645	179	31	21	3	31	0	31	84	50	0	0	1	0		
AM Runs																						
09	1HVBBABP3WH573918	71	117	In-Bound	ELE	630	745	179	18	7	1	18	0	18	52	45	0	0	0	0		
Mid-Day Runs																						
09	1HVBBABP3WH573918	71	117	Out-Bound	KAM	1100	1245	170	36	21	1	5	0	5	5	5	0	0	0	0		
PM Runs																						
09	1HVBBABP3WH573918	71	203	Out-Bound	SEC	1330	1515	179	18	23	2	18	0	18	48	45	0	0	0	0		
09	1HVBBABP3WH573918	71	402	Out-Bound	SEC	1515	1630	179	18	2	1	5	0	5	8	5	0	0	0	0		
AM Runs																						
78	1HVBBABN1XH208153	71	491	In-Bound	ELE	610	800	179	19	12	4	27	2	25	53	48	0	2	0	0		
Mid-Day Runs																						

Pupil Transportation System																				
District Inventory/Run Report for 07/01/2002 - 06/30/2003																				
		District																		
All Runs Listed Represent A Typical Day																				
District Bus Number	Vin	Bus Design Capacity	District Bldg. Number	In/Out Bound	Run Type or Spare	Begin Military Time	End Military Time	Number Days Run This Year	Loaded Miles	Empty Miles	Number Buildings Served	Number Bus Stops	Number Stops < 1.5 mi	Number Stops>= 1.5 mi	Eligible Riders	Actual Riders	Actual Ineligible Riders	Actual Safety- Based Riders	Actual Disabled Riders	Actual W/C Riders
78	1HVBBABN1XH208153	71	101	In-Bound	KAM	915	1045	170	6	15	1	4	0	4	4	4	0	0	0	0
78	1HVBBABN1XH208153	71	101	Out-Bound	KPM	1045	1200	170	6	15	1	5	0	5	5	5	0	0	0	0
PM Runs																				
78	1HVBBABN1XH208153	71	203	Out-Bound	SEC	1400	1530	179	14	0	2	23	2	22	34	30	0	2	0	0
78	1HVBBABN1XH208153	71	402	Out-Bound	SEC	1530	1630	179	6	12	1	15	0	15	19	18	0	0	0	0
AM Runs																				
79	1HVBBABN3XH208154	71	117	In-Bound	ELE	545	730	179	26	17	1	23	0	23	60	47	0	0	1	0
Mid-Day Runs																				
79	1HVBBABN3XH208154	71	117	Out-Bound	KAM	1100	1300	170	22	14	1	9	0	9	9	9	0	0	0	0
PM Runs																				
79	1HVBBABN3XH208154	71	117	Out-Bound	ELE	1415	1515	179	25	8	1	19	0	25	78	60	0	0	0	0
79	1HVBBABN3XH208154	71	402	Out-Bound	SEC	1515	1630	179	10	6	1	10	0	10	16	11	0	0	1	0
AM Runs																				
80	1HVBBABN5XH208155	71	101	In-Bound	IRI	645	800	13	15	12	1	2	0	2	5	3	0	0	0	0
80	1HVBBABN5XH208155	71	491	In-Bound	ELE	700	800	179	13	5	4	13	0	13	107	50	0	0	0	0
Mid-Day Runs																				
80	1HVBBABN5XH208155	71	101	Out-Bound	IRI	1230	145	13	15	12	1	2	0	2	5	3	0	0	0	0
PM Runs																				
80	1HVBBABN5XH208155	71	203	Out-Bound	SEC	1410	1545	179	13	5	3	13	0	13	107	50	0	0	0	0
AM Runs																				
81	1HVBBABN7XH208156	71	117	In-Bound	ELE	545	730	179	17	19	1	17	0	17	43	30	0	0	0	0
PM Runs																				
81	1HVBBABN7XH208156	71	117	Out-Bound	ELE	1415	1615	179	17	19	1	20	0	20	41	24	0	0	0	0
AM Runs																				
82	1HVBBABN9XH208157	71	101	In-Bound	IRI	645	800	13	25	8	1	3	0	3	15	12	0	0	0	0
Mid-Day Runs																				
82	1HVBBABN9XH208157	71	101	Out-Bound	IRI	1230	1400	13	25	8	1	3	0	3	15	12	0	0	0	0
AM Runs																				
83	1HVBBABN0XH208158	71	491	In-Bound	ELE	615	800	179	25	15	4	23	6	17	69	55	0	8	0	0
PM Runs																				
83	1HVBBABN0XH208158	71	203	Out-Bound	SEC	1400	1530	179	25	0	2	23	6	17	47	40	0	8	0	0
83	1HVBBABN0XH208158	71	402	Out-Bound	SEC	1530	1630	179	25	20	1	9	0	9	14	15	0	0	0	0
AM Runs																				
84	1HVBBABN2XH208159	71	101	In-Bound	IRI	700	800	13	22	11	1	3	0	3	6	6	0	0	0	0
Mid-Day Runs																				
84	1HVBBABN2XH208159	71	101	Out-Bound	IRI	1230	1400	13	22	11	1	3	0	3	6	6	0	0	0	0
AM Runs																				
85	1HVBBABN9XH208160	71	491	In-Bound	ELE	645	800	179	19	6	3	16	0	16	50	29		0	0	0
PM Runs																				
85	1HVBBABN9XH208160	71	203	Out-Bound	SEC	1410	1600	179	19	6	3	16	0	16	50	29		0	0	0
AM Runs																				
33	1GBJG31R511126773	12	101	In-Bound	ESY	645	845	39	24	24	1	1	0	1	1	1	0	0	0	1
33	1GBJG31R511126773	12	101	In-Bound	DIS	600	830	179	29	12	1	5	0	5	5	5	0	0	4	1
Mid-Day Runs																				
33	1GBJG31R511126773	12	101	Out-Bound	DIS	1030	1300	179	29	12	1	3	0	3	3	3	0	0	3	0
33	1GBJG31R511126773	12	101	Out-Bound	ESY	1430	1530	39	24	24	1	1	0	1	1	1	0	0	0	1
33	1GBJG31R511126773	12	101	Out-Bound	DIS	1400	1630	179	29	12	1	5	0	5	5	5	0	0	4	1
AM Runs																				
38	1GBJG31RX11126476	22	101	In-Bound	ESY	700	800	32	12	12	1	1	0	1	1	1	0	0	1	0
38	1GBJG31RX11126476	22	101	In-Bound	DIS	630	800	179	30	4	2	3	0	3	3	3	0	0	3	0
Mid-Day Runs																				
38	1GBJG31RX11126476	22	101	Out-Bound	ESY	1230	1330	32	12	12	1	1	0	1	1	1	0	0	1	0
38	1GBJG31RX11126476	22	101	In-Bound	DIS	900	1230	179	12	12	1	2	0	2	2	2	0	0	2	0
PM Runs																				
38	1GBJG31RX11126476	22	800	Out-Bound	DIS	1300	1530	179	7	4	2	2	0	2	2	2	0	0	2	0
AM Runs																				
86	1HVBBABNXYH305644	71	110	In-Bound	ELE	600	745	179	22	9	1	38	0	38	74	45	0	0	0	0
PM Runs																				
86	1HVBBABNXYH305644	71	110	Out-Bound	ELE	1415	1600	179	22	9	1	38	0	38	74	45	0	0	0	0
AM Runs																				

Pupil Transportation System																					
District Inventory/Run Report for 07/01/2002 - 06/30/2003																					
									District												
All Runs Listed Represent A Typical Day																					
District Bus Number	Vin	Bus Design Capacity	District Bldg. Number	In/Out Bound	Run Type or Spare	Begin Military Time	End Military Time	Number Days Run This Year	Loaded Miles	Empty Miles	Number Buildings Served	Number Bus Stops	Number Stops < 1.5 mi	Number Stops>= 1.5 mi	Eligible Riders	Actual Riders	Actual Ineligible Riders	Actual Safety- Based Riders	Actual Disabled Riders	Actual W/C Riders	
87	1HVBABNX1A937635	71	491	In-Bound	ELE	645	800	179	12	5	3	34	0	34	80	37	0	0	1	0	
PM Runs																					
87	1HVBABNX1A937635	71	203	Out-Bound	SEC	1410	1600	179	12	5	3	34	0	34	80	37	0	0	1	0	
AM Runs																					
37	1GBJG31R111125233	22	101	In-Bound	ESY	645	845	26	6	7	1	1	0	1	1	1	0	0	1	0	
37	1GBJG31R111125233	22	800	In-Bound	DIS	830	1000	45	25	25	1	1	0	1	1	1	0	0	1	0	
Mid-Day Runs																					
37	1GBJG31R111125233	22	800	In-Bound	DIS	1130	1300	45	20	20	1	1	0	1	1	1	0	0	1	0	
PM Runs																					
37	1GBJG31R111125233	22	101	Out-Bound	ESY	1400	1500	26	6	7	1	1	0	1	1	1	0	0	1	0	
37	1GBJG31R111125233	22	800	Out-Bound	DIS	1400	1530	30	12	12	1	1	0	1	1	1	0	0	1	0	
AM Runs																					
89	1HVBABN82A919359	71	491	In-Bound	ELE	600	800	179	25	10	3	20	6	14	58	45	0	12	0	0	
PM Runs																					
89	1HVBABN82A919359	71	203	Out-Bound	SEC	1400	1530	179	27	0	2	18	6	12	38	22	0	12	0	0	
89	1HVBABN82A919359	71	402	Out-Bound	SEC	1530	1630	179	12	10	1	7	0	7	10	4	0	0	0	0	
AM Runs																					
90	1HVBABN62A919358	71	491	In-Bound	ELE	530	800	179	32	19	4	37	3	34	93	48	0	7	0	0	
PM Runs																					
90	1HVBABN62A919358	71	203	Out-Bound	SEC	1400	1530	179	25	0	1	22	3	19	64	32	0	7	0	0	
90	1HVBABN62A919358	71	402	Out-Bound	SEC	1530	1715	179	32	19	1	18	0	18	20	12	0	0	0	0	
AM Runs																					
91	1HVBABN42A919357	71	491	In-Bound	ELE	545	830	179	26	22	3	28	0	28	68	47	0	0	0	0	
PM Runs																					
91	1HVBABN42A919357	71	103	Out-Bound	ELE	1415	1530	179	14	9	1	24	0	24	48	36	0	0	0	0	
91	1HVBABN42A919357	71	402	Out-Bound	SEC	1530	1630	179	14	9	1	10	0	10	18	7	0	0	0	0	
AM Runs																					
92	4DRBRABN43B951111	71	501	In-Bound	ELE	640	800	179	37	9	2	17	0	17	40	32	0	0	0	0	
PM Runs																					
92	4DRBRABN43B951111	71	501	Out-Bound	ELE	1345	1545	179	37	9	2	17	0	17	40	33	0	0	0	0	
AM Runs																					
93	4DRBRABN63B951112	71	491	In-Bound	ELE	600	800	179	25	13	5	23	0	23	65	46	0	0	1	0	
PM Runs																					
93	4DRBRABN63B951112	71	203	Out-Bound	SEC	1410	1630	179	25	13	3	23	0	23	65	46	0	0	1	0	

C. SUBJECT:

Letters of Authorization

BACKGROUND:

At its September 15-16, 2003 meeting, the Professional Standards Commission approved Letters of Authorization for recommendation to the State Board of Education for its final approval.

Pertinent to the Letters of Authorization, State Board of Education Rule IDAPA 08.02.02.070.01 states that, "The final recommendation of the Commission will be submitted to the State Board of Education by the Superintendent of Public Instruction."

RECOMMENDATIONS:

The State Department of Education recommends that the State Board of Education give final approval for the Letters of Authorization that have been submitted as approved by the Professional Standards Commission at its September 15-16, 2003 meeting.

BOARD ACTION:

The State Board carried to approve/disapprove/table the requests for Letters of Authorization as recommended by the Professional Standards Commission. It was moved by _____, seconded by _____, and carried.

ATTACHMENTS:

1. Approval list for Letters of Authorization

Idaho State Board of Education

October 2 -3, 2003

Letter of Authorization Requests

REQUESTS			The district's request is for a:			New or Renewal
FTE	NAME	DIST	DISTRICT NAME	CERTIFICATE	ENDORSEMENT	
1	Allen, Darlene	331	Minidoka Co. S.D.	Standard Exceptional Child	Generalist	R
1	Bartos, Joseph	131	Nampa S.D.	Standard Exceptional Child	Generalist	N
1	Bazan, Luciano	363	Marsing S.D.	Standard Elementary	ESL	N
1	Beddoes, Bryan	2	Meridian S.D.	Standard Exceptional Child	Generalist	N
1	Beymer, David	131	Nampa S.D.	Standard Exceptional Child	Generalist	N
1	Bliss, Tiffany	331	Minidoka Co. S.D.	Pupil Personnel Services	School Psychologist	R
1	Brandt, Jeffrey	25	Pocatello S.D.	Administrator	Principal	R
1	Brechwald, Autumn	1	Boise S.D.	Standard Exceptional Child	Generalist	R
1	Brown, Traci	372	New Plymouth S.D.	Standard Exceptional Child	Generalist	N
1	Buchta, Karen D.	372	New Plymouth S.D.	Early Childhood Blended	birth thru grade 3	N
1	Carlen, Lindsay	2	Meridian S.D.	Standard Exceptional Child	Generalist	N
1	Carrick, Charlene	331	Minidoka Co. S.D.	Standard Elementary	all subjects	R
1	Casiano, Idalia	331	Minidoka Co. S.D.	Standard Elementary	ECSE	R
1	Cook, Cynthia	131	Nampa S.D.	Standard Exceptional Child	Generalist	R
1	Cooper, Candace	1	Boise	Early Childhood Blended	birth thru grade 3	N
1	Critchfield, Anne	331	Minidoka Co. S.D.	Standard Exceptional Child	Generalist	N
1	Downey, Kevin S.	1	Boise S.D.	Standard Exceptional Child	Generalist	R
1	Fennell, Theresa	331	Minidoka Co. S.D.	Standard Exceptional Child	Generalist	N
1	Fusaro, Diana M.	131	Nampa S.D.	Standard Exceptional Child	Generalist	R
1	Giraud, Teresa L.	332	Minidoka Co. S.D.	Standard Elementary	all subjects	N
1	Guajardo, Ric	131	Nampa S.D.	Pupil Personnel Services	School Psychologist	N
1	Hiller, Phillip	1	Boise	Standard Exceptional Child	Generalist	R
1	Hyslop, Terra	131	Nampa S.D.	Standard Exceptional Child	Generalist	R
1	Jeffers, Catherine	1	Boise S.D.	Standard Exceptional Child	Generalist	R
1	Keating, Kathy	131	Nampa S.D.	Standard Exceptional Child	Generalist	N
1	Kerby, Ryan	372	New Plymouth S.D.	already has certificate	ESL	N
1	King, Jamie	393	Wallace S.D.	Standard Exceptional Child	Generalist	N
1	King, Tamara	1	Boise S.D.	Standard Exceptional Child	Generalist	R
1	Kratochwill, Kathleen	131	Nampa S.D.	Standard Exceptional Child	Generalist	R
1	Lagomarsino, Mark D.	1	Boise S.D.	Standard Exceptional Child	Generalist	R
1	Lamb, Darnea M.	321	Madison S.D.	Standard Exceptional Child	Generalist	N
1	Larsen, Spencer	131	Nampa S.D.	Standard Exceptional Child	Generalist	N
1	McDougall, Elizabeth	131	Nampa S.D.	Standard Exceptional Child	Generalist	R
1	Milliron, Brandi J.	331	Minidoka Co. S.D.	Standard Elementary	all subjects	N
1	Munden, Naira	1	Boise S.D.	Standard Exceptional Child	Generalist	N
1	Nance, Carol	1	Boise S.D.	Standard Secondary	Social Studies & Reading	N
1	North, Lynda J.	371	Payette S.D.	Standard Exceptional Child	Generalist	R
1	Olson, Jacob	2	Meridian S.D.	Standard Exceptional Child	Generalist	N
1	Patterson, Lisa D.	281	Moscow S.D.	Pupil Personnel Services	Speech/Language Pathology	R
1	Pena, Joyce	131	Nampa S.D.	Standard Exceptional Child	Generalist	R
1	Pittman, Kay J.	372	New Plymouth S.D.	Standard Exceptional Child	Generalist	N
1	Pound, Vernon	1	Boise S.D.	Standard Secondary	Physical Education	N
1	Robinson, George	131	Nampa S.D.	Standard Exceptional Child	Generalist	R
1	Root, Katherine	2	Meridian S.D.	Standard Exceptional Child	Generalist	N
1	Sims, Jamie A.	72	Basin S.D.	Administrator	Principal	N
1	Smith, Kenneth		Three Springs, Inc.	Standard Exceptional Child	Generalist	R
1	Stephens, Sherrill	1	Boise S.D.	Standard Exceptional Child	Generalist	R
1	Stimpson, Suzanne	131	Nampa S.D.	Pupil Personnel Services	Speech/Language Pathology	R
1	Taylor, Brian	1	Boise S.D.	Standard Exceptional Child	Generalist	R
1	Trunnell, Duncan	372	New Plymouth S.D.	already has certificate	Ed Media Generalist	N
1	Uscola, Tracey	331	Minidoka Co. S.D.	Standard Exceptional Child	Generalist	R
1	Welker, Ilina	331	Minidoka Co. S.D.	Standard Exceptional Child	Generalist	N
1	Woodward, Judy	331	Minidoka Co. S.D.	Standard Elementary	Early Childhood-Special Ed	R

53 Total LOA Requests

Attachment C.1.

D. SUBJECT:

Annual Report - Hardship Elementary School - Cassia County School District #151, Albion Elementary School

BACKGROUND:

At the October 1999 meeting, the State Board of Education approved the request by Cassia County School District #151 for Albion Elementary School to be designated as a hardship elementary school for one year, and required an annual report. However, the 2000 Legislature amended 33-1003 (2)(b) by adding, "An elementary school operating as a previously approved hardship elementary school shall continue to be considered as a separate attendance unit, unless the hardship status of the elementary school is rescinded by the state board of education." Therefore, no action is required unless the State Board of Education chooses to rescind the hardship status.

DISCUSSION:

Conditions supporting the October 1999 decision to approve the Albion Elementary School as a Hardship Elementary School have not changed (see attachment D.1.).

RECOMMENDATION:

The Department of Education recommends that the State Board of Education does not rescind the hardship status of Albion Elementary School in Cassia County District #151.

BOARD ACTION:

No action is required unless the State Board of Education chooses to rescind the hardship status.

ATTACHMENTS:

1. Letter from Jerry Doggett to Dr. Marilyn Howard (September 29, 1999).
2. Letter from Michael Chesley to Dr. Marilyn Howard (August 20, 2003).

Note: Attachments were not received in electronic form. For more information or copies, call 208-332-6840.

E. SUBJECT:

Approval to operate an elementary school with less than ten (10) pupils in average daily attendance.

BACKGROUND:

Idaho Code 33-1003 (2)(f) states that *Any elementary school having less than ten (10) pupils in average daily attendance shall not be allowed to participate in the state or county support program unless the school has been approved for operation by the state board of education.* At the November 1999 meeting, the State Board of Education delegated authority to the State Superintendent of Public Instruction to approve elementary schools to operate with less than ten (10) average daily attendance. A report listing the elementary schools that have requested to operate with less than ten (10) average daily attendance, and whether approval was granted, is to be provided to the State Board of Education at the October meeting.

DISCUSSION:

All but four of the districts that requested approval to operate an elementary school during the 2003-2004 school year with less than ten (10) pupils in average daily attendance were approved for the 2002-2003 school year. Four districts have an elementary school with estimated enrollment of greater than 10 for the upcoming year, but requested approval in the event that the average daily attendance falls below 10.

ACTION TAKEN:

Dr. Marilyn Howard approved all of the requests to operate an elementary school during the 2003-2004 school year with less than ten (10) pupils in average daily attendance (see attachment).

ATTACHMENTS:

1. List of approved districts / schools.

Note: Attachments were not received in electronic form. For more information or copies, call 208-332-6840.

F. SUBJECT:

Presentation of the Public School Budget for FY 2005

BACKGROUND:

For the last quarter century, the Public School Coalition has met with the State Superintendent of Public Instruction to develop a public school funding budget request. “Membership” has changed over the years, but the core group – representing school administrators, parents, teachers, and elected school trustees – has remained intact. To prepare the FY 2005 request, the coalition invited representatives of the Office of the State Board of Education, Office of the Governor/Division of Financial Management, Legislative Services, Idaho Tax Commission, and other related interests, to meet and make specific budget recommendations to Dr. Howard. The FY 2005 Public Schools Budget Request is based on those recommendations.

DISCUSSION:

Mr. Tim Hill, Bureau Chief for Finance & Transportation, Department of Education, will present a description of the budget.

ATTACHMENTS:

1. FY 2005 Public Schools Support Budget Request
2. FY 2005 Public Schools Support Budget Request Highlights

Public School Support Program Distribution Factor

	2003-2004	2004-2005
1 APPROPRIATIONS		
a. General Account	\$869,978,100	\$910,794,700
b. Property Tax Replacement	73,022,700	75,000,000
c. Dedicated Accounts	41,700,000	27,750,000
d. Lottery Dividend	9,250,000	11,300,000
e. Cigarette and Lottery Taxes	4,700,000	4,700,000
f. Federal Funds	153,980,000	157,980,000
TOTAL REVENUES	\$1,152,630,800	\$1,187,524,700
2 PROGRAM DISTRIBUTION		
a. Property Tax Replacement	\$73,022,700	\$75,000,000
b. Transportation	61,113,000	63,020,700
c. Border Contracts	800,000	800,000
d. Exceptional Contracts and Tuition Equivalents	4,000,000	5,000,000
e. Floor	1,300,000	1,300,000
f. Program Adjustments	300,000	300,000
g. Salary-based Apportionment	666,616,200	684,613,400
h. Teacher Incentive Award (Nat'l Bd Cert)	654,000	696,400
i. State Paid Employee Benefits	116,238,500	123,504,300
j. Unemployment	1,000,000	1,250,000
k. Early Retirement Payout	4,500,000	4,000,000
l. Substance Abuse	4,700,000	4,700,000
m. Bond Levy Equalization Support Program	825,000	2,000,000
Building Student Success:		
n. Technology Grants	8,400,000	8,400,000
o. Idaho Reading Initiative	3,300,000	2,800,000
p. Limited English Proficient (LEP)	4,475,000	4,850,000
q. Idaho Digital Learning Academy	450,000	450,000
r. ISAT Intervention	0	5,000,000
Professional Development:		
s. Least Restrictive Environment (Teacher Training)	1,000,000	0
t. Gifted and Talented (Teacher Training)	500,000	500,000
u. Achievement Standards Implementation	4,000,000	0
v. Annual Contract Support Program (Mentor)	0	2,000,000
w. Federal Funds for Local School Districts	150,980,000	157,980,000
x. School Facilities Funding	8,425,000	11,300,000
TOTAL DISTRIBUTIONS	\$1,116,599,400	\$1,159,464,800
Education Stabilization Funds	\$7,135,000	\$0
3 NET STATE FUNDING AVAILABLE	\$28,896,400	\$28,059,900
4 SUPPORT UNITS	12,670.0	12,900.0
5 NET STATE FUNDING PER SUPPORT UNIT (includes \$300 for Safe Environment Provisions)	\$2,280.69	\$2,175.19
6 EQUALIZATION		
Adjusted Market Value	\$73,017,086,866	\$76,600,000,000
Urban renewal	1,432,553,557	1,550,000,000
Rural Electric Association (REA)	135,000,000	135,000,000
Mines Net Profit Decrease	0	0
Total Market Value	\$74,584,640,423	\$78,285,000,000
Equalization Rate X	0.004	X 0.00398
Total Equalization	\$298,338,562	\$311,504,804

FY 2005 Public School Budget Request Highlights

Support Unit (enrollment) Increase - \$13.2 million

Support units (mid-term) are estimated to increase from 12,750 to 12,950. Mid-term support units are used to calculate salary and benefit apportionment.

Support units (best 28 weeks) are estimated to increase from 12,670 to 12,900. Best 28 week support units are used to calculate discretionary funds.

Enrollment increased by 2,206 in the 2002-2003 school year, bringing total fall enrollment to 248,532. The majority of this increase (1,580) was in charter schools.

- Virtual charter schools will likely continue to attract a significant number of home-schooled students into the public school system.
- Charter school support units increased by 81 in the 2002-2003 school year and are estimated to increase by approximately 100 in the 2003-2004 school year.

The SDE will be receiving 2003-2004 enrollment by mid-November. Preliminary estimates indicate that charter schools will be increasing enrollment by approximately 1,600 students.

PERSI Employer Rate Increase - \$4.2 million

Effective in FY 2005, the PERSI employer rate will increase from 9.77% to 10.39%.

Base Salary Increases - \$6.7 million salaries, \$1.1 million benefits

Instructional from \$23,210 to \$23,442

Administrative from \$33,760 to \$34,098

Classified from \$18,463 to \$18,648

This reflects the Division of Financial Management's guidelines for a 1% salary increase.

ISAT Intervention - \$5.0 million

This will provide school districts the resources to establish and offer remedial / intervention services to students in areas of weaknesses identified by the ISAT and other assessments.

Note: This represents a shift of funding away from achievement standards implementation, the remediation components of least restrictive environment training, and the Idaho Reading Initiative.

Annual Contract Support Program - \$2.0 million

This request is to restore funding for the statutorily required provisions in Idaho Code, 33-514. This program was funded at \$2.0 million for each of the three preceding years. School districts must use discretionary funds in the 2003-2004 school year in order to fund this program.

G. SUBJECT:

Superintendent's Report